

NEC AGENDA

**National Executive Committee
Meeting
20-21 November 1998**



Maxwell AFB, Alabama

20-21 November 1998

Contents

OPEN SESSION

Consent Agenda Items

Page

1.	Consent Agenda	Gen Bobick	3
	A. New Registration Numbering System for CAP Vehicles	Col Fake	5
	B. Promotion Policy – Reinstatement of Grade.....	Col Brown	7
	C. Membership Termination.....	Col Brown	9
	D. PA Specialty Badge.....	Ms. Crowe	10
	E. Daytime Running Lights (DRLs).....	Mr. Woodsmall	12
	F. Membership Directory	Col Brown	14
	G. Cadet Protection Program Proposed Regulation.....	Lt Col Smith	15
	H. Policy Changes to CAPM 50-16.....	Lt Col Smith	16

Information Agenda Items

2.	Aerospace Education Textbook.....	Mr. Mallett	18
3.	Satellite Tool Kit Update.....	Lt Col Alexa	20

Committee Report

4.	Finance Committee	Col Kauffman	21
----	-------------------------	--------------------	----

Action Agenda Items

5.	Program Objective Memorandum (POM)	Mr. Rowland	22
6.	Legislative Update/Discussion	Col Bowling	23
7.	Wing Evaluation Working Group Proposal.....	Mr. Capicik	25
8.	Communications Strategic Plan	Mr. Kyser	27
9.	CAPR 60-1 Crew Duty Day	Col Waldorf	28
10.	CAP Glider Program	Mr. Sharp	33
11.	Award of the NDTC Ribbon & NCGC Ribbon to Sr. Members	Col Tobey	36
12.	Shift of National Congress Dates	Mr. Rowland	38
13.	Additional Old Business.....		40
14.	Additional New Business		41

ATTEST:

OFFICIAL:

DAVID N. SIMMONS
Colonel, CAP
National Legal Officer

JAMES C. BOBICK
Brigadier General, CAP
National Commander

Civil Air Patrol
National Executive Committee Minutes
20-21 November 1998
Maxwell AFB AL

OPEN SESSION

CALL TO ORDER Brig Gen James C. Bobick, CAP
INVOCATION Ch, Lt Col, James H. Melancon, CAP
PLEDGE OF ALLEGIANCE Col Joseph D. McMillan, CAP
ROLL CALL Col Paul J. Albano, Sr., CAP

NATIONAL EXECUTIVE COMMITTEE

Brig Gen James C. Bobick, CAP..... National Commander
Col Dennis B. Parkhurst, USAF..... Senior AF Advisor
Col Richard L. Bowling, CAP..... National Vice Commander
Col Joseph D. McMillan, CAP..... National Chief of Staff
Col Larry D. Kauffman, CAP..... National Finance Officer
Col David N. Simmons, CAP..... National Legal Officer
Col Andrew E. Skiba, CAP..... National Controller
Col Joseph A. Guimond, Jr., CAP..... Northeast Region Commander
Col Gene D. Hartman, CAP..... Middle East Region Commander
Col Denzil Allen, CAP..... Great Lakes Region Commander
Col Joseph C. Meighan, Jr., CAP..... Southeast Region Commander
Col Shelia J. Waldorf, CAP..... North Central Region Commander
Col Colin F. Fake, CAP..... Southwest Region Commander
Col Gary H. Tobey, CAP..... Rocky Mountain Region Commander
Col Michael L. Pannone, CAP..... Pacific Region Commander

OTHER CORPORATE OFFICIALS

Col Paul J. Albano, Sr., CAP	Executive Director
Col Robert L. Brooks, CAP	Assistant Executive Director
Col Scott Hamilton, CAP	General Counsel
Mr. Paul J. Capicik	Director, Mission Support
Mr. Don R. Rowland	Director, Plans & Requirements
Mr. James L. Mallett	Director, Aerospace Education & Training
Mr. William R. Bean	Director, Cadet Programs
Col H. D. Brown, CAP	Director, Personnel
Mr. Thomas E. Hicks	Director, Fin. Management
Ms. Mary Nell Crowe	Director, Marketing & Public Relations
Col Glen Atwell, CAP	Director, Operations

AGENDA ITEM 1

XP-01-1198

Action

**SUBJECT: Consent Agenda
CAP/CC – Gen Bobick**

INFORMATION BACKGROUND:

To dispose of routine business in an orderly and timely manner, agenda items may be put on a consent agenda. This allows items to be considered without debate or amendment. If there are any objections to considering any of these items as a group, they can be individually removed from the consent agenda and placed on the regular agenda. The following agenda items are attached and considered for the consent agenda:

- A. New Registration Numbering System for CAP Vehicles
- B. Promotion Policy – Reinstatement of Grade
- C. Membership Termination
- D. PA Specialty Badge
- E. Daytime Running Lights (DRL)
- F. Membership Directory
- G. Cadet Protection Program Proposed Regulation
- H. Policy Changes to CAPM 50-16, CAP Cadet Training Program

PROPOSED NEC ACTION:

Approve the attached agenda items without debate or amendments.

ESTIMATED FUNDING IMPACT:

See attached items.

HQ STAFF COMMENTS:

See attached items.

REGULATIONS AND FORMS AFFECTED:

See attached items.

NEC ACTION:

COL BOWLING/CV moved, COL PANNONE/PACR seconded the motion that the NEC accept the consent agenda.

MOTION CARRIED UNANIMOUSLY.

COL PANNONE/PACR moved, COL GUIMOND/NER seconded the motion that the NEC reconsider the consent agenda.

MOTION CARRIED UNANIMOUSLY.

COL BOWLING/CV moved, COL KAUFFMAN/NFO seconded the motion that the NEC accept the consent agenda.

COL McMILLAN/CS requested that CONSENT Agenda Items A. and H. be removed.

COL ALLEN/GLR requested that CONSENT Agenda Items D. and G. be removed.

COL PANNONE/PACR requested that CONSENT Agenda Item F. be removed.

COL WALDORF/NCR requested that CONSENT Agenda Item B. be removed.

VOTE TO ACCEPT CONSENT Agenda Items C. and E. remaining on the agenda CARRIED UNANIMOUSLY. (NOTE: Removal from the consent agenda does not require a vote.)

CONSENT Agenda Item A

LG-01-1198

Action

**SUBJECT: New Registration Numbering System for CAP Vehicles
SWR/CC - Col Fake**

INFORMATION BACKGROUND:

There is some confusion within the wings as to the numbering and year models of vehicles when working with Logistics on inventory and registering new vehicles. For example the current system requires we use the first two digits of the wing and three other digits, (i.e., 16016). We also use these same numbers for chartering squadrons. Consequently, a squadron might have a charter number of 16022 and their vehicle is 16021. Logistics usually asks the year model of the vehicle, especially in cases where a wing has several of the same type and make. In states where license plates are required, that adds another number to the identification listing. In addition, the standard numbering requirements seem to be ignored by some wings that use numbers of all shapes and sizes on vehicles, especially the “dime store” variety.

Since we are making a concerted effort to standardize the appearance of our aircraft we should do likewise with the vehicles to present a more professional appearance and also simplify the accounting.

PROPOSED NEC ACTION:

That the numbering of vehicles be standardized to a 1 ½” highway gothic style or helvetica style numbers to indicate the year, wing, and number. That we return to permanently affixed numbers on the front doors and the tailgate of the vehicle instead of the back bumper. The new system would read 98LA 123, or 96SWR 123, or 96NHQ 123. The first digits would reference the year; the second, the wing, region, or NHQ; and the last, the vehicle number. This makes the identification more positive for all concerned.

ESTIMATED FUNDING IMPACT:

Approximately \$8.00 to \$10.00 per set of three precut digits on a carrier by the sign shop. The wings can install them saving labor costs. The cost could be borne by wings and regions as is presently done.

HO STAFF COMMENTS:

None. If approved, a timely and accurate change over is necessary.

REGULATIONS AND FORMS AFFECTED:

NEC ACTION:

November 1998 NEC Minutes

COL FAKE/SWR moved, COL MEIGHAN/SER seconded the motion that the NEC approve the new numbering system for vehicles as proposed.

MOTION DID NOT PASS.

**SUBJECT: Promotion Policy - Reinstatement of Grade
HQ CAP/DP – Col Brown**

INFORMATION BACKGROUND:

CAPR 35-5, *CAP Officer and Noncommissioned Officer Appointments and Promotions*, paragraph 18, states that individuals rejoining after a break in service may have their previous grade reinstated if they still meet the criteria including current training requirements. Therefore, if the member earned his grade as a result of a special appointment and does not have the training required to earn the grade now, he would not be eligible to have it reinstated. In the past, the only way for many of these individuals to get their grade back was to late renew and pay the back dues. These late renewals required the unit/wing commander's approval and a new fingerprint card, but allowed the membership record to show continuous service and no loss of time-in-grade. There has recently been some concern that members with a break in service of more than 2 years should not be allowed to late renew and retain continuous service. In an effort to allow these former members to return to CAP after a break in service, but retain the last grade held, it is suggested that we change the promotion criteria. Instead of requiring former members to meet the current training qualifications for the previous grade held, allow reinstatement of grade regardless of the training status. These promotions would still not be automatic or mandatory, but would require submission on a CAPF 2, *Request for Promotion*, through the regular channels. Future promotions of course would have to meet the full criteria. If this change is approved, late renewals over 2 years from the expiration date will no longer be accepted.

PROPOSED NEC ACTION:

That the NEC approve a change to the promotion criteria for former members as follows:

18. Former Members. A former member may be reinstated to the same grade held prior to voluntary membership termination, if the break in membership is 2 years or less. If the member has had a break in membership of more than 2 years, completion of Level I and CPPT will be required prior to the grade reinstatement. A recommendation for such reinstatement is neither automatic nor mandatory. The individuals immediate commander must make such recommendation. If approved, the appointment will not be retroactive, and the date of grade will be the date validated by National Headquarters upon reinstatement.

ESTIMATED FUNDING IMPACT:

None.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 35-3, *Membership Termination*.

NEC ACTION:

COL WALDORF/NCR moved, COL BOWLING/CV seconded the motion that the NEC approve the proposal in the agenda (new para 18), with the following changes: if the member has had a break in membership of more than 2 years, completion of Level I, CPPT, and completion of current training requirements will be required prior to the grade reinstatement.

MOTION CARRIED UNANIMOUSLY.

CONSENT Agenda Item C

DP-02-1198

Action

**SUBJECT: Membership Termination
HQ CAP/DP - Col Brown**

INFORMATION BACKGROUND:

CAPR 35-3, *Membership Termination*, paragraph 4a(4), states that payment of any kind made by bad check to National Headquarters, if the check is not redeemed within 60 days of proper notification, is grounds for membership termination. There is, however, no provision to automatically terminate members who owe our CAP Bookstore or Depot money and refuse to pay. Technically, these members now have to be terminated by a CAPF 2b, *Personnel Action Request-Termination of CAP Membership*, initiated by the unit commander and allowed the same due process as any other membership termination action for cause.

This procedure makes the unit commander become the middleman between the Bookstore/Depot and the member concerned. Additionally, if the member appeals the action, a full-fledged appeal board hearing is required.

PROPOSED NEC ACTION:

That the NEC expand the termination procedures to include the following:

(5) Indebtedness to the CAP Bookstore or Depot when account is not paid in full within 60 days of proper notification.

ESTIMATED FUNDING IMPACT:

None.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 35-3, *Membership Termination*.

NEC ACTION:

MOTION CARRIED IN THE CONSENT AGENDA VOTE.

CONSENT Agenda Item D

PA-01-1198

Action

**SUBJECT: PA Specialty Badge
HQ CAP/PA – Ms. Crowe**

INFORMATION BACKGROUND:

The PAO specialty has never received any recognition. As we want to promote this specialty to encourage more participation, we are proposing a specialty badge similar to the AE, ES, and COM specialty badges. The proposed PAO specialty badge will follow the same uniform guidelines as other specialty badges. The PAO specialty track is currently being revised to strengthen the requirements for this specialty. The revisions will include the earning of the elements of the specialty badge. The national historian has reviewed and established the heraldry.

As a specialty badge this device will be worn on the left breast pocket. The badge will be awarded in three levels, tied directly to progression through the specialty track. The basic badge will be awarded for the completion of the technician level, the badge with a star for completion of the senior level, and the badge with a star and wreath for the master level. Any member who has earned a rating in the PA specialty track will be eligible to wear the badge.

PROPOSED NEC ACTION:

The NEC approve the proposed badge.

ESTIMATED FUNDING IMPACT:

Actual cost figures are not available at this time; however, based on the colors in the badge and the estimated usage this badge will probably sell for \$4.50 to \$5.00. A dye normally costs \$800 so we'd have to sell 160 devices to recoup the cost of the dye alone. We estimate this badge will be authorized for a limited number of members similar to the Aerospace Education badge.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

CAPM 39-1, *CAP Uniforms*, and CAPP 201, *Public Affairs Officer – Specialty Track Study Guide* (PA Specialty Track).

NEC ACTION:

COL ALLEN/GLR moved, COL KAUFFMAN/NFO seconded the motion that the NEC approve the proposed badge as presented with the specification that all specialty badges be no larger than the Emergency Services badge.

MOTION CARRIED UNANIMOUSLY.

CONSENT Agenda Item E

DO-01-1198

Action

**SUBJECT: Daytime Running Lights (DRLs)
HQ CAP/DOR – Mr. Woodsmall**

INFORMATION BACKGROUND:

It has been proven that Daytime Running Lights (DRLs) prevent accidents. Driving with headlights on is probably the most important safety tip since the advent of vehicle restraint systems. DRLs make a vehicle more easily seen by other drivers and pedestrians, thereby allowing accident prevention decisions to be made sooner. DRLs automatically turn on the headlights at a reduced power when the vehicle is started. Canada, Finland, Sweden, and Norway have required DRLs for the past decade. These countries have reported declines of up to 40% in vehicle accident rates. It's also estimated that if all the vehicles in the US were equipped with DRLs, there would be an annual reduction of up to 300,000 crashes, 100,000 injuries, and 2,000 fatalities. Avis recently completed a DLR test on their fleet, which showed a 69% reduction in collision-related damage. GM and Volvo have made DRLs standard equipment on many of their models. Greyhound Bus Lines reduced their accidents 10% during the first year and have made them mandatory equipment. DRLs are most effective in preventing collisions involving a vehicle pulling out in front of another vehicle, lane-changing crashes on multi-lane roads, and head-on crashes while passing on two-lane roads.

Are there any disadvantages? Since DRLs require energy, they consume some fuel. However, this increase in fuel consumption is very small - perhaps one tank of fuel over the life of the vehicle. Another concern is the effect on bulb life. Since DRLs operate at reduced voltage, the effect on bulb life is minimal and should not be noticed.

DRLs are available from many sources and are easily installed in the engine compartment of most vehicles in less than 30 minutes. The cost of a DRL system ranges from \$40-\$60 depending on the manufacturer.

In the past 3 years, DRLs might have prevented seven CAP vehicle mishaps. DRLs are an investment in the safety of our people. If they save just one life, it will have been a worthwhile investment.

PROPOSED NEC ACTION:

The NEC approve equipping all newly acquired vehicles with Daytime Running Lights using vehicle maintenance money to purchase the units. If, at the end of the fiscal year, there is fall-out money available, then a program be established to purchase and install Daytime Running Lights on as many vehicles as available money will allow.

ESTIMATED FUNDING IMPACT:

At \$40 - \$60 per unit for an estimated vehicle purchase of 30 per year, the cost would be between \$1,200 and \$1,800 per year.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 77-1, *Operation and Maintenance of Civil Air Patrol Owned Vehicles.*

.

NEC ACTION:

MOTION CARRIED IN THE CONSENT AGENDA VOTE.

CONSENT Agenda Item F

DP-03-1198

Action

**SUBJECT: Membership Directory
HQ CAP/DP – Col Brown**

INFORMATION BACKGROUND:

Harris Publishing has submitted a proposal to CAP asking to produce a CAP membership directory. Harris will absorb all costs of data gathering and production. Harris has been making directories for over 30 years including those for AFA, EAA Warbirds, ACSC, and U.S. Naval Institute. Harris does all the work -- gathers and verifies information and customizes directory according to our needs. Integrity of membership list is preserved.

Potential Benefits.

1. Enhances membership files. Harris will verify existing membership information and will gather additional customized data we request.
2. Royalty income potential at no cost to CAP.
3. Supplies members with source for networking and sharing professional and personal interests.
4. Provides valuable data for targeting correspondence.

PROPOSED NEC ACTION:

The NEC approve the project.

ESTIMATED FUNDING IMPACT:

None.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

NO MOTION. The Consent Agenda Item on the floor died in committee.

CONSENT Agenda Item G

CP-01-1198

Action

**SUBJECT: Cadet Protection Program Proposed Regulation
HQ CAP/CPC – Lt Col Smith**

INFORMATION BACKGROUND:

Certain verbiage was added to the cadet protection policy found in CAPM 50-16, *CAP Cadet Training Program*, during the May 98 NEC. This change also needed to be reflected in the new *Senior Training Program for Cadet Leaders* (no publication number), *Cadet Protection Policy and Program for Parents and Leaders* (CAPP 50-6), and *Civil Air Patrol Cadet Protection Training Instructor's Guide and Student Materials* (CAPP 50-3).

PROPOSED NEC ACTION:

The NEC approve placing the cadet protection policy as a separate regulation. In this way, any changes to the policy will only need to be implemented once. All other publications would then simply refer to this regulation.

ESTIMATED FUNDING IMPACT:

The estimated costs to produce 24,000 copies of this two-page regulation (approximately a one-year supply) will be approximately \$216. There is a potential offset due to the reduction of pages printed in the affected publications. Jim McGee, CAP Bookstore Manager, believes that there will be no new funding requirement to produce this separate regulation. The Bookstore's stock of CAPM 50-16, CAPP 50-3, and CAPP 50-6 should be depleted by February 1999.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

CAPM 50-16, CAPP 50-6, CAPP 50-3, *Senior Training Program for Cadet Leaders*, and cross-references in a number of other publications.

NEC ACTION:

COL ALLEN/GLR moved, COL KAUFFMAN/NFO seconded the motion that the NEC approve the proposed action.

MOTION CARRIED UNANIMOUSLY.

CONSENT Agenda Item H

CP-02-1198

Action

**SUBJECT: Policy Changes to CAPM 50-16
HQ CAP/CPC – Lt Col Smith**

INFORMATION BACKGROUND:

One of the first assignments given to the new CPC, hired in June 1998, was to rewrite CAPM 50-16, *CAP Cadet Training Program*, dated 1 March 1994, with coordination among the various directors of cadet programs across the country. Based upon the input of hundreds of CAP commanders, directors, leaders and cadets, since the first draft was released in early July 1998, the proposed regulation contains approximately 12 policy changes that require NEC or National Board approval. These policy changes are listed as Attachment 1, along with a brief summary of why we are recommending the changes.

This combined effort yielded a proposed regulation with 120 endnotes and comments. These endnotes will not be a part of the final regulation, but do help to demonstrate that a variety of voices have played a vital role in developing this rewrite effort.

The second draft of this proposed regulation was sent to wing and region commanders and the directors of cadet programs in early September. They were encouraged to dialog together about the proposed policy changes. The cover letter that explained the purpose of the second draft is attached (Atch. 2). All wing and region commanders and the directors of cadet programs will be sent the final draft of this proposed regulation in early November.

PROPOSED NEC ACTION:

The NEC approve the policy changes to CAPM 50-16.

ESTIMATED FUNDING IMPACT:

Costs to produce 24,000 copies of this 24-page regulation (approximately a 1-year supply) are estimated at \$5,184. The estimated cost to reprint the current CAPM 50-16 for a year is \$16,632. Prices do not include any profit margins. Jim McGee, CAP Bookstore Manager, believes that there will be a reduction in costs associated with producing this proposed regulation. The Bookstore has a supply of CAPM 50-16 that should be depleted by February 1999. All other publications will be changed when reprinted.

An initial cost to stock the proposed SMSgt grade is \$3,750. The initial cost to stock the proposed CMSgt grade is \$4,000. The initial stock should last 8 to 10 months. These costs will be potentially offset by the sales of the grade insignia.

Jim McGee has stated, "I do not believe there will be any loss in revenue by dropping the C/FO grade." The supply on hand of the C/FO embroidered and metal insignia will be depleted around March 1999.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

CAPM 20-1, CAPM 50-16, CAPM 50-18, CAPR 0-2, CAPR 35-1, CAPR 35-12, CAPR 39-3, CAPR 50-4, CAPR 60-1, CAPR 100-1, CAPR 265-1, CAPR 280-2, CAPR 900-3, CAPP 4, CAPP 14, CAPP 15, CAPP 50-1, CAPP 50-3, CAPP 50-6, CAPP 151, CAPP 200, CAPP 204, CAPP 212, CAPP 215, CAPP 216, CAPP 217, CAPP 221, CAPP 221a, CAPP 265-4, CAPP 265-14, CAPF 20, CAPF 55a, CAPF 59-1, CAPF 59-2, CAPF 59-3, CAPF 66, CAPF 95, CAPVA 177a, CAPVA 177b, CAPVA 49, *Leadership: 2000 and Beyond* (volumes 1 – 3), *Senior Training Program for Cadet Leaders*, and cross-references in a number of other publications.

NEC ACTION:

COL McMILLAN/CS moved, COL TOBEY/RMR seconded the motion that the NEC authorize the deletion of any reference to funding of CAC travel (para 11.) in the proposed changes.

MOTION PASSED UNANIMOUSLY.

COL GUIMOND/NER moved, COL TOBEY/RMR seconded the motion that the NEC authorize the deletion of the verbiage authorizing the alternate CAC representative to wear the CAC ribbon permanently (para 10.) in the proposed changes.

MOTION CARRIED UNANIMOUSLY.

COL GUIMOND/NER moved, COL ALLEN/GLR seconded the motion that the NEC authorize the deletion of allowing wing commanders waiver authority for rappel sites (para 7.) in the proposed changes.

MOTION CARRIED UNANIMOUSLY.

COL SKIBA/NC moved, COL KAUFFMAN/NFO seconded the motion that the NEC accept CONSENT Agenda Item H., as amended.

MOTION CARRIED UNANIMOUSLY.

AGENDA ITEM 2

ET-01-1198

Information

**SUBJECT: Aerospace Education Textbook
HQ CAP/ET – Mr. Mallett**

INFORMATION BACKGROUND:

Both of CAP's textbooks, *The Challenge* and *The Flight of Discovery* are in need of updating and revising. The cost of a new book would include the manuscript preparation, the integrating the manuscript with graphics in a publishable format, and the printing of the final product. In recent research the entire project for 10,000 books would run approximately \$450,000. The research and rewrite of the manuscript plus finding the illustrations needed for new parts would likely cost between \$150,000 and \$250,000.

These high figures have convinced the staff that it would be too costly to produce two books similar to the ones we have now. With the arrival of the new Phase II program aimed at the younger cadets, the need for two books is not critical. A version of *Aerospace: The Challenge* written at a proper reading level (approximately ninth grade) and at an appropriate Level of Learning would suffice for the older cadets, the senior members, and the external market. Therefore, texts for the entire Aerospace Education program--cadet, senior, and external--could be accommodated with the new Phase II material and this new book.

To overcome the high cost of producing a textbook from scratch, ETA wrote a research proposal asking Air University's Air Command and Staff College to consider the revising of our textbook as a project for their students this year. The proposal was accepted. Subsequently, a project group was formed consisting of 7 student officers and a Faculty Research Advisor. They are all eager and enthusiastic about producing a new book for Civil Air Patrol. Having Air Command Staff College students put a revised manuscript together for us will save Civil Air Patrol up to half of what the cost would be if it was done by an outside source from scratch.

The manuscript along with supporting graphics will be delivered to Civil Air Patrol around the first of May. When we receive the product it will be ready to be presented to a contractor to be put into a publishable format with integrated graphics and text. The next step would be the printing. An estimate of the cost for publishing the completed manuscript includes editor layout costs to blend text and graphics on pages and the actual cost to print the book. Editor layout cost is estimated to be \$45.00 per page. The book currently has 544 pages plus cover and back. Book cost per unit ranges from \$4.527 to \$6.419 per copy depending on the size of the print run. Print runs were considered at twenty to fifty thousand copy ranges. These numbers were selected knowing that the revised text would support the senior cadet and senior member aerospace education program. To put real numbers against this proposal, the estimate at this time is that it will cost:

\$152,860. for 20,000 Copies @ \$6.419 per copy, plus 544 pages layout @ \$45.00 per page.

\$185,280. for 30,000 Copies @ \$5.360 per copy, plus 544 pages layout @ \$45.00 per page.

\$250,830. for 50,000 Copies @ \$4.527 per copy, plus 544 pages layout @ \$45.00 per page.

November 1998 NEC Minutes

This information item is on the agenda to alert the NEC to the need for possible future funding for this very important project. We have saved approximately \$250,000 by working with Air Command and Staff College to produce the manuscript. We will continue to look for ways to substantially reduce the cost for CAP.

AGENDA ITEM 3

ET-02-1198

Information

**SUBJECT: Satellite Tool Kit Update
Lt Col Alexa**

BACKGROUND:

In May 1998, the NEC approved the concept and funding of an aerospace education endeavor using computer software named Satellite Took Kit (STK). This is a learning tool developed with industry partners that can be used both internally and externally within CAP. Lt Col Alexa is overseeing the development of the CAP-STK aerospace education program and will update the NEC on the current status of the project.

AGENDA ITEM 4

XP-02-1198

Information

SUBJECT: Committee Report

BACKGROUND:

Finance Committee

Col Kauffman

COL KAUFFMAN/NFO distributed copies of the 19 Nov 98 National Finance Committee Meeting Minutes with three attachments. (Se attached committee minutes) The report was briefed and the following actions taken:

Reference para 6, MOTION FROM COMMITTEE that the NEC approve the National Finance Committee recommendation for the expenditure of 380 - 390k to build the Depot warehouse.

MOTION CARRIED UNANIMOUSLY.

Reference para 7, COL KAUFFMAN/NFO moved, COL ALLEN/GLR seconded the motion that the NEC approve that the NSC independent bank account, currently at \$7,500, be reduced to \$2,000. The remaining \$5,500 will be placed in the corporate general account to offset past and future corporate expenses for National Staff College expenses.

MOTION WAS WITHDRAWN TO ALLOW FURTHER STAFFING.

ACTION: The NEC requested that Col Kauffman/NFO, Col Albano/EX, and the current NSC Director work this issue and report their recommendations to the May 1999 NEC.

FOLLOW-ON ACTION: Staffing of this item and reporting back to the May 1999 NEC. Inclusion of this item in the May 1999 NEC Agenda.

Reference para 9, MOTION FROM COMMITTEE that the NEC approve a policy that if an adjoining region will not hold a staff college, funds from that region may be transferred to the region holding the staff college at the same rate of \$100 per individual.

MOTION PASSED UNANIMOUSLY.

ACTION: Col Fake/SWR was directed to draft an agenda item for the next meeting. Inclusion in the 1999 National Board Agenda.

COL TOBEY/RMR moved, COL FAKE/SWR seconded the motion that the NEC accept the National Finance Committee Report, as amended.

MOTION CARRIED UNANIMOUSLY.

AGENDA ITEM 5

XP-03-1198

Action

**SUBJECT: Program Objective Memorandum (POM)
HQ CAP/XP – Mr. Rowland**

INFORMATION BACKGROUND:

The POM is the long-range funding plan used by the Air Force. As the auxiliary of the Air Force, CAP participates in the POM process to forecast future appropriated funding requests needed to support our programs. The current POM figures reflecting the level of funding requested and projected from the Air Force will be presented. See attachment 1 for the proposed POM request.

PROPOSED NEC ACTION:

The NEC endorse the concepts and direction of the proposed POM funding profiles.

ESTIMATED FUNDING IMPACT:

To be determined.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

COL SKIBA/NC moved, COL McMILLAN/CS seconded the motion that the NEC approve the POM plan with the suggested changes requested during discussion.

MOTION CARRIED UNANIMOUSLY.

NOTE: It was agreed that the figures in the POM, the figures in the budget submission to the Air Force, and the figures used by the Legislative Committee are in consonance with each other. If all three use the same figures, there should be less confusion. (See attached POM figures.)

AGENDA ITEM 6

XP-04-1198

Action

**SUBJECT: Legislative Update/Discussion
CAP/CV – Col Bowling**

INFORMATION BACKGROUND:

Col Bowling, CAP/CV is spearheading CAPs legislative efforts. He will brief the NEC on the current status of federal legislation pertaining to CAP and its programs.

PROPOSED NEC ACTION:

To be determined.

ESTIMATED FUNDING IMPACT:

To be determined.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NEC ACTION:

COL BOWLING briefed the reformation of a Legislative Committee to work on behalf of CAP to serve as an information source (one voice) to both the US Senate and House of Representatives—Democrats and Republicans. It was pointed out that the purpose of this committee would be for information sharing—not lobbying. Col Don Swartz was appointed to chair the Legislative Committee and he is in the process of recruiting dependable committee members. A paper explaining the role and purposes of the committee is being prepared to provide detailed information to the rank and file members of CAP. In response to a question, it was confirmed that the Legislative Day would continue in conjunction with the Winter National Board. There was a recommendation that a volunteer CAP member would be needed to help resolve legislative problems that could not be solved in conjunction with the Air Force—non-paid, but expenses reimbursed.

COL BOWLING/CV moved, **COL KAUFFMAN/NFO** seconded the motion that the NEC accept the concept as briefed.

MOTION CARRIED UNANIMOUSLY.

COL BOWLING/CV moved, **COL KAUFFMAN/NFO** seconded the motion that Col Denzil Allen be appointed as the volunteer legislative spokesperson.

MOTION CARRIED UNANIMOUSLY.

AGENDA ITEM 7

MS-01-1198

Action

**SUBJECT: Wing Evaluation Working Group Proposal
HQ CAP/MS – Mr. Capicik**

INFORMATION BACKGROUND:

In August 1998, the National Board voted to suspend the resumption of wing evaluations once known as CAP-MAP. The recommendation voted on and passed was:

- Suspend CAP-MAP once again until a suitable substitute can be developed.
- Form a CAP volunteer working group to define metrics that are critical in determining how well we are performing our missions, and how well the processes involved support that endeavor both on the operational and administrative sides of what we do.
- Once the metrics are defined, develop a system to collect, analyze, and report the resulting information.
- Deploy the results of these efforts to (1) provide both a management analysis capability for commanders and program managers, and (2) provide a meaningful recognition program that minimizes “gaming” potential.

Additionally, Col Quander, MER/CV was tasked to chair a working group made up of members-at-large, National Board members, and headquarters staff. Col Quander is to present the draft proposal developed by the working group to the NEC. The NEC is to determine if the working group is proceeding in the right direction and forward the proposal to the full board for consideration at the 1999 Winter National Board Meeting.

PROPOSED NEC ACTION:

Accept the draft proposal and vote to forward it to the National Board for consideration at the 1999 Winter National Board Meeting.

ESTIMATED FUNDING IMPACT:

To be determined.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

NEC ACTION:

COL HARTMAN/MER moved, COL SIMMONS/NLO seconded the motion that the NEC accept the strawman provided by Col Ron Quander, Working Group Chairman; that it be

staffed at National Headquarters in conjunction with the Working Group Chairman and that a final product be presented at the Winter National Board.

MOTION CARRIED UNANIMOUSLY.

GEN BOBICK pointed out that this motion is with guidance, that this new program will be a motivational tool—not competitive—and inputs will be provided through region commanders to National Headquarters/MS for coordination with the Working Group Chairman.

FOLLOW-ON ACTION: Headquarters staffing and a final product be included in the 1999 Winter National Board Agenda.

AGENDA ITEM 8

DO-02-1198

Action

**SUBJECT: Communications Strategic Plan
HQ CAP/DOK – Mr. Kyser**

INFORMATION BACKGROUND:

At the May 1998 NEC meeting, the NEC voted to require the development of a basic communications plan by HQ CAP/DOK. DOK developed the plan with inputs from the field. At the August 1998 National Board, DOK presented the draft plan at the Communications Manager's Meeting for their input. A revised plan was put together encompassing the inputs gathered at this meeting (Atch. 1).

PROPOSED NEC ACTION:

The NEC approve the proposed plan.

ESTIMATED FUNDING IMPACT:

In order to try and meet the minimum requirements for the Air Force frequency changeover deadline, all funding currently requested from appropriated funds for communication equipment over the next 7 years would be required.

HQ CAP-USAF STAFF COMMENTS:

There are Air Force regulations that apply to spending appropriated money that may limit the scope and direction of proposed purchases.

REGULATIONS AND FORMS AFFECTED:

CAPR 100-1 *Communications-Electronic Communications*.

NEC ACTION:

COL HARTMAN/MER moved, COL McMILLAN/CS seconded the motion that the NEC approve the proposed plan as briefed.

NOTE: Col McMillan provided a briefing addressing his views on strategic planning for the communications program. Mr. Kyser agreed with the briefing and stated that Col McMillan's concerns were already addressed in this plan. Mr. Kyser also stated that a few typographical errors would be corrected before the plan was published to the field as version 2.0.

MOTION CARRIED UNANIMOUSLY.

AGENDA ITEM 9

DO-03-1198

Action

**SUBJECT: CAPR 60-1 Crew Duty Day
NCR/CC - Col Waldorf**

INFORMATION BACKGROUND:

CAPR 60-1, *CAP Flight Manual*, para 2-14 has been revised as follows: "Flight Time and Duty Limitations. Pilots will not exceed 10 hours flight time during a 14-hour crew duty day. The crew duty day begins when reporting for work on CAP duty (whichever occurs first) and ends upon engine shutdown on completion of the flight activity. At least a 10-hour crew rest should be provided between duty days."

This new rule evidently was intended to ensure that aircrews do not become overly fatigued during missions as a result of a long day of flying.

Limiting flight time to 10 hours per duty day is not unreasonable. However, restricting the length of the duty day to 14 hours which includes the crewmembers' non-CAP workdays will cause serious problems and restrict our ability to accept missions, particularly those that involve night operations. This rule was apparently modeled on USAF regulations and FAR Para 135, but it is important to consider that those regulations presume that the pilots to whom the regulations apply have no other jobs and have reasonably regular flight schedules.

Most active CAP members work regular weekdays. If a pilot or other aircrew member reports to his/her job at 8:00 a.m., under the new rule his/her duty day will be over at 10:00 p.m. This means that if such a person participates in any CAP flight operation after work, the airplane must be back at the hangar and the engine shut down by 10:00 p.m. This rule will significantly restrict, and could even prevent, the following operations:

ES Redcap Missions Involving ELT Searches: CAP is often called for an ELT search after 10:00 p.m. In most cases only those aircrew members who do not have regular day jobs will be able to accept such missions under the new regulation. The pool of available pilots will be limited further by the requirement that night missions must be flown by pilots who are instrument rated and current. Accordingly, when AFRCC requests a search, the MC will have to try to locate an instrument rated and current pilot along with at least one other crew member whose duty days still have a significant amount of time left. Under the former rule, it was often difficult to assemble an aircrew late at night; it will be almost impossible under these new restrictions to do so regularly and reliably. The result will be that most ELT missions will be handled by ground teams alone, which often takes considerably longer, and aircraft utilization hours will be reduced accordingly.

Wing Staff Unit Visits and Wing Commanders' CAPR 60-2, *No-notice Inspections*: These will be almost impossible to accomplish under the new regulation. Most wing members have regular day jobs that begin around 8:00 a.m. If a wing member wishes to visit a squadron during its regular weekday evening meeting, he/she would have to leave that meeting to return home in time to have the airplane put away by 10:00 p.m. A visit to a distant unit such as Thief River Falls would therefore have to terminate by about 7:30 p.m. Obviously, this is unworkable.

November 1998 NEC Minutes

The alternative—driving—would be impossible for many staff members due to their schedules in any event, driving for 8 hours in one evening (which the rule does *not* prevent) is arguably much more unsafe than flying for 3 hours. The practical result is likely to be a significantly reduced number of unit visits by the commander, the IG, the Counterdrug Officer Emergency Services staff, Operations staff, and other wing personnel.

Aircraft Maintenance and Post-maintenance Flights: For the reasons described above, aircraft cannot easily be picked up for maintenance, test-flown, or returned to the more distant units on weekday evenings. This will delay the maintenance process and reduce mission readiness, as well as create a substantial inconvenience for wing and unit personnel relative to picking up and delivering airplanes.

Maintaining Night Currency: For pilots who have regular weekday jobs, especially those who also participate in CAP activities during weekends, maintaining night currency during summer months will be very difficult and will further diminish the organization's mission readiness.

PROPOSED NEC ACTION:

A proposed solution to this problem may be found in the current USAF regulations, which allow for an extension to an aircrew's duty day when the aircrew is augmented. Specifically, where the basic aircrew requires only one pilot and a second qualified pilot is aboard, the 12-hour duty day applicable to USAF trainer aircraft is extended to 16 hours (AFI 11-202V3). FAR Para 135 also provides for an extended duty day if there is an augmented aircrew. (Additionally, the Air Force allows an extension of the maximum flight duty period by up to 2 hours "if the mission priority justifies the risk.")

It is therefore recommended that the regulation be amended to provide for a 4-hour extension to the 14-hour duty day when the crew includes a second qualified pilot. This change would allow us to perform the missions and operations described above without compromising safety. Additionally, it is recommended that training relative to problems of fatigue recognition and management be mandatory for all CAP personnel.

ESTIMATED FUNDING IMPACT:

From a national perspective, overall funding of the flying program will not be affected.

HQ STAFF COMMENTS:

HQ CAP and HQ CAP-USAF have no objections to this item. Operations recommend changing CAPR 60-1 to permit a 16-hour duty day for a two-pilot crew. Attention to fatigue is already addressed in CAPR 55-1 and is often a subject in safety publications. Therefore, we feel mandatory training is not warranted. If approved, waivers for extension of the duty day should not be approved.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*, paragraph 2-14; CAPR 55-1, *CAP Operational Mission Procedures*, paragraph 1-14.

NEC ACTION:

COL WALDORF/NCR moved, COL McMILLAN/CS seconded the motion that the NEC change CAPR 60-1, para 2-14 to reflect a maximum of 10-hour flying day in any 24-hour period (without any reference to beginning and ending of a crew duty day and the 14-hour crew duty day.)

MOTION DID NOT PASS (8 NO, 4 YES, 1 ABSTENTION).

Due to the lengthy discussion, Gen Bobick stated that he would entertain, if required, any discussion concerning para 2-14, CAPR 60-1.

COL GUIMOND/NER moved, COL BOWLING/CV seconded the motion that the NEC amend CAPR 60-1 to include a crew duty day with a maximum of 8 flying hours in the crew duty day and 10 flying hours with a dual qualified crew (not an augmentee, but a two-pilot crew), during a 24-hour day.

The restated motion: “A single pilot will not exceed an 8-hour flight time; two pilots will not exceed a 10-hour flight time, during a 24-hour day.

COL HARTMAN/MER, moved to amend, COL TOBEY/RMR seconded the amendment that the NEC approve a 16-hour crew duty day starting from the time you report to work or CAP mission, and an 8-hour maximum flight time.

AMENDMENT DID NOT PASS.

COL GUIMOND/NER withdrew his original motion. Col Bowling concurred.

COL GUIMOND/NER moved, COL BOWLING/CV seconded the motion that the NEC define a CAP crew duty day as 1 hour before flight time, terminating one-half hour after landing. This would allow, in a 14-hour crew duty day, 8 hours of single pilot flight time or 10 hours with two fully qualified pilots.

MOTION DID NOT PASS.

COL SIMMONS/NLO moved, COL ALLEN/GLR seconded the motion that the NEC refer this matter to committee to be appointed by the chair, and to report back to this body tomorrow with a proposed definition of a crew duty day.

MOTION PASSED.

The National Commander appointed Col Skiba, Col Pannone, Col Guimond, Col Tobey, Col Schamel, and Col Atwell, Advisor.

LATER IN THE MEETING, the above named committee reported back to the NEC with a recommendation to delete the current para 2-14, and insert the following:

“2-14. Flight Time and Duty Limitations. A flight crew shall not be scheduled for more than a 14-hour duty day nor more than 8 flight hours during the duty day. A crew duty day begins when the member reports for a CAP activity or 1 hour before start of the first flight, whichever occurs first. The crew duty day ends 1 hour after completion of the last flight of the day. The crewmember must have at least 10 hours rest between crew duty cycle. The crewmember will consider fatigue level and interruption of normal sleep cycle under the Operational Risk Management (ORM) concept before accepting a flight assignment. It shall be the crew member’s responsibility to comply with this paragraph.”

COL WALDORF/NCR moved that the NEC adopt the committee’s recommendation for a crew duty day.

(No second required because the recommendation comes from committee.)

COL SKIBA/NC moved to amend, COL FAKE/SWR seconded the amendment that the NEC approve the inclusion of the definition of flight crew as part of the recommended (new) para 2-14.

AMENDMENT WAS WITHDRAWN.

MOTION (TO ADOPT THE COMMITTEE’S RECOMMENDATION)
CARRIED UNANIMOUSLY.

COL SKIBA/NC moved, COL PANNONE/PACR seconded the motion that the NEC amend CAPR 60-1, Section 1-6. to define “a flight crew” and “crew member” as per the FAA definition.

MOTION PASSED UNANIMOUSLY.

NOTE: Change 1 to CAPR 60-1 will be published immediately.

COL SIMMONS/NLO moved, COL TOBEY/RMR seconded the motion that the NEC reconsider the previous vote.

MOTION CARRIED.

COL SKIBA/NC moved to amend, COL FAKE/SWR seconded the amendment that the NEC specify that we will accept the FAA definition with necessary modifications to fit the CAP situation, as determined by staff.

AMENDMENT PASSED.

AMENDED MOTION PASSED.

AGENDA ITEM 10

DO-04-1198

Action

**SUBJECT: CAP Glider Program
HQ CAP/DOV – Mr. Sharp**

INFORMATION BACKGROUND:

After approval of the Glider Test Program during the May 1997 NEC, HQ CAP/DO and HQ CAP-USAF/LGM purchased a Super Blanik L-23, two-place training glider. The glider was assigned to the Georgia Wing, and subsequently assigned to the Walton County Composite Squadron located in Monroe GA. The stage was set to test the introduction of a glider into a wing that had not operated gliders in the past. Since Monroe is also the home of the Mid-Georgia Soaring Association (MGSA), a Soaring Society of America (SSA) affiliate club, the situation was also well suited to test the concept of the Soaring Society of America Memorandum of Agreement and the subsequent CAP Glider Guidance Letter.

Georgia Wing and a few dedicated dual hatted (CAP/SSA) individuals proceeded to address issues unique to glider program start-up. While the wing had a few members with glider experience, new CAP members from the SSA side proved invaluable in the implementation of the program within the wing. Wing leadership had the foresight and good judgement to allow relatively new CAP members with extensive soaring experience to take the lead in program development and implementation. Lt Charles Meason, the Soaring Society of America State Governor for Georgia, became the primary officer in charge of the test program.

Wing Operational Instructions (OIs) were developed that defined glider operations and tow pilot check out procedures. Cadet orientation and instructor pilots were checked out using the procedures set forth in the CAP Glider Guidance Letter, wing OIs, and CAPR 60-1, *CAP Flight Management*. Once the program started instructors and highly experienced glider pilots from the SSA affiliate club (MGSA) joined the local CAP unit and began participating on a routine basis.

Not long after operations started, it became obvious that MGSA could not provide the number of aero tows needed to support the rapidly increasing CAP glider flights. HQ CAP/DO and LGM arranged to equip a GA Wing Cessna 182 with a tow hitch. Along with the hitch, an enlarged engine oil cooler was installed. Both the hitch and the oil cooler proved to be very successful. While the aircraft provided an adequate tow platform, the slow speed performance was not optimum. Georgia Wing took the lead by purchasing and installing a Horton STOL kit. This kit lowered the stall speed, providing more than adequate separation between tow and stall speeds. As an added benefit, reports from the GA Wing Commander, Col Chris Franklin, indicate the aircraft's performance for search & rescue and counterdrug missions has been significantly enhanced.

The Georgia Glider Program has continued to grow. The cadet and senior membership in the assigned squadron has grown from three cadets and two senior members to 35 cadets and 25 seniors. The active senior membership directly involved in the glider program consists of 14 tow pilots, 10 cadet orientation pilots, and 9 flight instructors from a total of 14 senior member pilots. During the test period, over 340 flights have been flown on the test aircraft. Literally hundreds

November 1998 NEC Minutes

of Southeast Region cadets have been introduced to CAP aviation through this one aircraft, and to date, the demand for cadet glider flights is more than one aircraft can handle.

Georgia also signed up to host a National Glider Encampment. With help from every wing directorate and the Georgia Glider Team, the encampment was an overwhelming success, flying nearly 500 flights in a 10-day period and giving each of the 14 cadets an average of 35 instructional flights.

In summary, the CAP Glider Test Program has shown that a glider program can be implemented into a non-glider wing in a successful manner. The CAP/SSA MOA has functioned at a local level and local SSA members have been willing to join and participate in the CAP Glider Program. Lessons learned from the test program have already benefited the national program and have offered a blue print for future CAP glider program expansion. In order to grow the CAP Glider Program, we need to update and expand the CAP glider fleet. In that light, the following 5-year purchase plan is proposed.

5-Year Glider Purchase Plan

Propose CAP purchase a minimum of 20 Super Blanik L-23 training gliders and trailers over a 5-year period to be stationed throughout the nation in support of the CAP glider activities.

Proposed Glider Assignment Method

Because of the positive impact on the cadet program, glider assignments should be based in accordance with glider program activity. Active glider programs should receive assets to meet documented needs. Needs should be based on the cadet glider orientation flight and cadet glider flight training activity. Active programs that do not have corporate gliders should receive preference.

PROPOSED NEC ACTION:

Request the NEC approve the above 5-year Glider Purchase Plan and Proposed Glider Assignment Method.

ESTIMATED FUNDING IMPACT:

20 - Super Blanik L-23 training gliders and trailers @ \$45,990.00 each

Total 5-year Purchase Plan Cost with 3% inflation factor = \$985,932.00

Approximate first year cost = \$183,960.00

On-going maintenance estimates per *Blanik Maintenance Manual DO-L23103.3*:

Annual inspection = \$100.00 Labor & Parts

Preventive maintenance = \$50.00 per year. Preventive maintenance schedules call for inspection of parts on a conditional basis. Inspections are on a 500, 1000, 2000 hour basis.

Notes:

November 1998 NEC Minutes

1. Percentage of proposed 5-year acquisition dollars (\$14,850,000) = 6.7%.
2. Gliders may be purchased with either 3010 or CAMP funds.
3. Total costs include all FAA certification, registration and transportation, via motor freight, directly to the gaining CAP units.
4. The manufacturer will paint each aircraft with a CAP specific paint scheme as specified by CAP.
5. A minimum of 4 aircraft will be delivered per year.
6. HQ CAP/LGM has indicated that glider acquisition costs would not greatly impact proposed powered aircraft acquisitions.
7. Gliders are not counted against the 530-airplane fleet limit.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

NEC ACTION:

COL TOBEY/RMR moved, COL KAUFFMAN/NFO seconded the motion that the NEC approve the purchase and the above assignment method, over a 5-year period, of five Schleicher ASK 21s and fifteen Blanik L-23s, at one and three per year, if funds are available.

MOTION PASSED UNANIMOUSLY.

AGENDA ITEM 11

CP-03-1198

Action

**SUBJECT: Award of the NDTC Ribbon & NCGC Ribbon to Senior Members
RMR/CC – Col Tobey**

INFORMATION BACKGROUND:

Presently, when senior members participate in most cadet activities as escorts, staff members, and the like, they are recognized for their efforts by being awarded the same activity ribbon as the cadets. For example, senior members who are International Air Cadet Exchange (IACE) escorts outside of the continental United States are awarded the IACE ribbon and senior members who serve as a member of an encampment staff are awarded the encampment ribbon. Senior members who participate as staff in national cadet special activities, and then are identified by the CAP project officer and approved by the member's region commander, are awarded the cadet special activity ribbon. However, senior members who organize, train, supervise, escort, and are otherwise responsible for National Drill Team Competition and National Color Guard Competition teams at the wing, region, and national levels, are not entitled to receive recognition for their efforts. They are not currently allowed to be awarded the National Drill Team Competition (NDTC) ribbon for their service to their cadet teams and to CAP (ref para 20b and 20c, CAPR 39-3)

PROPOSED NEC ACTION:

Request the NEC remove this inequity to senior members supporting our cadet programs by directing a change to CAPR 39-3, *CAP Awards and Decorations*, to allow senior members, responsible for their respective cadet competition and color guard competition teams at the wing, region and national levels, to be awarded the NDTC and NCGC ribbons in the same manner as are the cadet team members. To ensure that this authority is not misused, recommend that senior member participants must be identified by the CAP project officer for the particular level of competition and approved by the respective level of command (i.e., wing, region or national) in much the same manner as is the National special activity ribbon. A limit on the number of senior members to be authorized the NDTC and NCGC ribbons at any level of competition should be imposed so that only those most closely associated and involved with the activity are recognized. Suggest the limit be six (6) for the individual cadet competition teams and three (3) for the color guard competition teams.

ESTIMATED FUNDING IMPACT:

None, the ribbons are already a Bookstore purchase item.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 39-3, *CAP Awards and Decorations*.

NEC ACTION:

COL TOBEY/RMR moved, COL FAKE/SWR seconded the motion that the NEC approve the award of the Drill Team and Color Guard ribbons to senior members and that this action be retroactive.

MOTION PASSED UNANIMOUSLY.

The National Commander clarified that the National Cadet Competition is made up of two equal competitions—a Drill Team and a Color Guard—and that trophies and awards would be equal.

COL BOWLING/CV moved, COL KAUFFMAN/NFO seconded the motion that the NEC approve, in light of cost efficiency and dual recognition, that both the Color Guard winner and Drill Team winner be recognized on the National Headquarters trophy, retroactive to the beginning of Drill Teams and Color Guards.

MOTION PASSED UNANIMOUSLY.

There was a question to clarify how many senior members will be eligible to receive these ribbons.

COL SIMMONS/NLO moved, COL TOBEY/RMR seconded the motion that the NEC reconsider the vote on Agenda Item 11.

MOTION PASSED UNANIMOUSLY.

COL TOBEY/RMR moved, COL BOWLING/CV seconded the motion that the NEC add a limit on the number of senior members eligible to receive the approved ribbons. The approved numbers are as follows: six senior members for the Drill Team per year and three senior members for the Color Guard per year, to be designated by the project officer of the event.

MOTION PASSED UNANIMOUSLY.

AGENDA ITEM 12

XP-05-1198

Action

**SUBJECT: Shift of National Congress Dates
HQ CAP/XP – Mr. Rowland**

INFORMATION BACKGROUND:

National Congress attendance has stagnated since 1996. For the past three conferences, attendance has averaged about 850. While many factors have kept attendance from increasing, we believe the following factors have had the largest impact:

1. March-April time frame competes with other large teacher conventions
2. Religious holidays
3. School systems standardized testing during this period
4. Spring school breaks

The Congress program content and workshops have improved tremendously. Attendee critiques have consistently rated the program content as “high value.” We have a good product; we just need to increase attendance.

A plausible solution would be to shift the National Congress to June. This date would open up the entire United States weather-wise, move teachers outside classroom pressures, avoid holidays, and avoid competition from other teacher conventions. (Teacher event calendar attached).

This date change would have no adverse effect on the possibility of USAF airlift.

We are proposing the latter part of June to avoid conflicts with CAP region conferences.

PROPOSED NEC ACTION:

The NEC approve moving the National Congress program from the March-April period to the third or fourth week of June.

ESTIMATED FUNDING IMPACT:

None.

HQ STAFF COMMENTS:

None.

REGULATIONS AND FORMS AFFECTED:

NEC ACTION:

COL McMILLAN/CS moved, COL PANNONE/PACR seconded the motion that the NEC approve moving the National Congress program from the March-April period to the third or fourth week of June.

MOTION DID NOT PASS.

AGENDA ITEM 13

Action

SUBJECT: Additional Old Business

ITEM: Status of Wing Employees

At the 1998 August National Board, COL HAMILTON/GC reported that an outside audit brought to the attention of the headquarters that CAP had been operating under an IRS group exemption letter from 1947 in which one of the insurance qualifications is that everyone of the sub-units had to be a separate legal entity. That exemption doesn't apply to CAP since CAP is legally one unit. He added that the NEC directed DP to explore alternatives and to provide information to affected wings—those wings that have employees other than state employees.

COL BROWN/DP met with representative of the affected wings to discuss possible options. He will present the latest update on employment status to the NEC.

COL BROWN/DP reported that there is still incomplete data on some of the information that has been requested. There were also unanswered questions such as whether state or federal laws will require additional funding for these employees to meet the IRS requirement of using only one EIN. It was pointed out that a letter from headquarters must be sent to the IRS exposing our violation of the tax code. That letter has been coordinated and will soon be forwarded. GC pointed out that CAP is at risk with the wing employee issue and will be sending guidance to the wing commanders. All required information should be available by the 1999 Winter National Board.

FOLLOW-ON ACTION: Further staffing and briefing to the affected wing commanders at the 1999 Winter National Board meeting.

AGENDA ITEM 14

Action

SUBJECT: Additional New Business

1. ITEM. NATIONAL OPERATIONAL EQUIPMENT EVALUATION COMMITTEE PROPOSAL

COL PANNONE/PACR proposed the appointment of a National Operational Equipment Evaluation Committee. The purpose of the committee would be for evaluating and recommending to the National Headquarters Operations Section, the purchase of operational equipment. This would include aircraft, airborne communications and navigation equipment, and any additional equipment that will be used in CAP aircraft to accomplish CAP missions.

COL PANNONE/PACR moved, COL McMILLAN/CS seconded the motion that the NEC approve the appointment of a National Operational Equipment Evaluation Committee with representatives from every region.

Motion was withdrawn.

ACTION: The NEC agreed to accept this proposal conceptually with the understanding that it would be appropriately considered in the Committee Structure Working Group Report to be given by the National Commander at the 1999 Winter National Board (SEE Agenda Item 4, Aug 98 NB). Gen Bobick solicited inputs from everyone concerning the establishment of any desired committees.

NOTE: In response to a question as to the status of the study to determine the appropriate number of aircraft and vehicles needed to accomplish the CAP mission, it was reported that, due to lack of funds available to contract the study, the Air Force Logistics Management Agency at the Gunter Annex is currently conducting such a study. The completion date of this study is estimated to be March 1999.

2. ITEM. FLIGHTS OUTSIDE THE US UPDATE

COL HAMILTON/GC briefed that since third party liability protection of FTCA does not extend to protect CAP and its members outside the US and territories, and, although CAP's insurance has world wide coverage, it specifically excluded Air Force-assigned missions. Most of CAP's across-the-border missions are Air Force missions. Recently, CAP has received an agreement from its aircraft insurers that they would extend coverage on across the border Air Force-assigned missions. That agreement took care of that concern. Another area of concern related to the need to have insurance by a Mexican Company, if by chance aircraft went down in that country. Also days ago, CAP's insurer worked with some Mexican insurance companies and we now have blanket coverage to all aircraft assigned to those wings along the border. This insurance will be paid out of CD money. Estimated date to resume operations over Mexican air space is 1 Dec 98. CAP is already operational in Canada, the Caribbean, and international waters.

ACTION: In response to a suggestion from the floor, GC was tasked to request from the insurance carrier a simplified, layman's document explaining CAP coverage that can be distributed to the field. The General Counsel stated that he is already working with the National Legal Officers College to make such a document available to the legal officers and the field.

3. ITEM: CHANGE TO CAPR 173-3, *PAYMENT FOR CIVIL AIR PATROL SUPPORT*, SUPPLEMENTARY CD MISSION REIMBURSEMENT

COL ALLEN/GLR proposed a change to the regulation that would ensure reimbursement if the required conditions were met.

COL ALLEN/GLR moved, COL KAUFFMAN/NFO seconded the motion that the NEC change the word "may" in para 3.a. to the word "shall."

MOTION CARRIED UNANIMOUSLY.

4. ITEM: GRADE STRUCTURE OF LEGISLATIVE SQUADRONS

COL TOBEY/RMR pointed out the need to establish a grade structure for elected officials who belong to the state legislative squadrons.

COL TOBEY/RMR moved, COL KAUFFMAN/NFO seconded the motion that the NEC establish a grade structure that members of the legislative squadrons shall be majors (unless already holding a higher rank) and that the commanders of the legislative squadrons shall be lieutenant colonels.

MOTION CARRIED UNANIMOUSLY.

ACTION: Gen Bobick asked all the region commanders to encourage their wing commanders to form a legislative squadron. He added that for little cost, they provide a valuable service.

5. ITEM: NATIONAL APPEALS BOARD VACANCIES

COL SIMMONS/NLO made the region commanders aware of several vacancies on the National Appeals Board, some no longer eligible to serve and some eligible for reappointment after serving 6 years. Board members need to be named or re-appointed for NER, MER, SER, SWR, RMR, PACR, the new term beginning 1 Oct 98, in a letter to NLO with a copy to DP.

6. ITEM: UPDATE ON THE CHIT (UNIFORM) PROGRAM

Col Parkhurst explained that, at the end of FY98, AAFES sent back to HQ many small checks, which were the difference in cost as a result of a reduction in price in some of the uniform items. There was a lot of confusion when there was an attempt to spend that returned money after the announced closeout deadline. Col Parkhurst stated that the program would be finalized earlier in FY99.

7. ITEM: ACCOUNTABILITY OF EQUIPMENT

COL GUIMOND/NER stated that equipment is being shipped to the field without the necessary paperwork to establish responsibility, and the commanders are being penalized upon audit. He added that the NEC earlier agreed that, even though shipment of equipment would be posted in the database, the transfer would still go through normal LG channels for inventory purposes.

ACTION: The Executive Director will ensure that proper procedures are followed.

8. ITEM: Policy on Painting Aircraft

COL TOBEY/RMR expressed concern that there are two contrary directives in the field about aircraft painting: (1) One says you paint only when you need to paint the airplane; (2) The other references the new paint scheme and the red stripe on the wing (so that airplanes can be seen in snowfields). Some members think that the red stripes can be painted now, without painting the entire aircraft. Requests to paint that red stripe have been refused if the plane didn't need painting. He asked for clarification that if all that is needed is the red stripe, that LG authorize the painting of the red stripe.

ACTION: It was agreed to leave the policy as is with a priority to first paint airplanes that need painting and, if fallout money is available at the end of the fiscal year, then paint red stripes and other things.

9. ITEM: CD FLYING HOUR REDUCTION

COL ALBANO/EX briefed that \$300,000 of counterdrug money was fenced by Congress to be used for distance learning. Subtracting \$300,000 from the counterdrug money equates to a reduction of 8 percent in CD flying hours for FY99. The region commanders will have the discretion to distribute that 8 percent as they see fit within their regions as long as the total is not exceeded. Distance learning was explained as the connection through videography and downloading; with a camera and Internet you can talk to the world. It was suggested last year that a portion of the CD money be dedicated to distance learning, but since there was no direction to do so, that was not done. For FY99, legislative language directs that a portion of the CD funds be used for distance learning. Later in the meeting,

concern was expressed that the commanders are not kept fully informed of activities, including meetings, in the CD area.

ACTION: The Executive Director will ensure that information copies of all CD correspondence are sent to the region commanders.

10. ITEM: UPDATE ON AIRCRAFT AND VEHICLES

COL ALBANO/EX briefed that Maj Gen Billy McCoy (USAF, Ret), Chairman of the Board of Luscombe Aircraft, expects to put a print of their airplane in the hands of CAP by 1 Oct 99, with no increase in the price that was earlier quoted.

COL ALBANO also briefed that he will be meeting with Cessna to discuss cost and production of future aircraft purchases.

COL ALBANO stated that Socata now wants CAP to fly the TBM20 with the 200-hp fuel-injection engine. Several of the NEC members have flown the new Socata and reported that they felt it was a very viable airplane for CAP to consider.

COL ALBANO/EX also briefed that \$1.4M was approved this year for vehicles, which is about double from last year. He stated that he is waiting for the money to be released so that distribution can go out to the field (LGM shop is down to 1 person). Col Parkhurst explained that, because he has also taken a big cut in money, it would be difficult for him to bring on extra people like he had in the past to support LG.

11. ITEM: FUNDING PROBLEMS/INITIATIVES

COL TOBEY/RMR stated that his SAR/DR funding is inadequate for training, and expressed concern for safety. He said that he felt too many people are getting too little training. He asked if there were plans to try to get more money for SAR/DR training in the future. He understands that some money is unused in this area every year.

COL PARAKHURST stated there were a lot of reasons for this including high or low estimates, claims for reimbursement that don't come in on time. It is a difficult budget to spend down to the last dollar.

COL TOBEY stated that his overall comment is a safety-related quality of training issue; that a person who is simply qualified is not at all necessarily competent.

GEN BOBICK stated that the SAR/DR figures sent out on 11 Sep 98 are still tentative but should be close to the final figures. The final figures cannot be confirmed until the funding documents have arrived from Air University.

COL BOWLING/CV reported that in conversation with SAF/MIR, there was mention of the new homeland defense emphasis that is developing as a part of counter-terrorism. This may develop into money being available to CAP if it is determined that CAP can be infused into that program. He stated that the homeland defense issue is a tremendous initiative and suggested that CAP needs to start identifying some things that we could do to support this. He added that this might be a source for additional funding.

12. ITEM: UPDATE ON POLICY FOR CAP MEMBERS TO DRIVE GOVERNMENT VEHICLES

COL TOBEY/RMR asked about current policy on CAP members driving government vehicles.

COL BROOKS responded that he is working with LG to try to get the policy changed through the Air Force. He added that LG/Ruth Petersen agreed that it warranted another look for CAP members to be able to go to Air Force bases and do the things we were told they couldn't do, up to a certain limit—the ability to drive small vans and those kinds of vehicles would be prudent. He added that, hopefully, when the encampments open, the problem would be solved.

COL PARAKHURST stated that there is a conflict between two Air Force regulations and sometimes those things are easily cured. He added, "We are working on it."

13. ITEM: VOTE OF CONFIDENCE OF COL ALBANO

COL FAKE, SWR moved, COL MEIGHAN/SER seconded the motion that the NEC give a vote of confidence and affirmation of Col Paul Albano for the job that he has done and that we support him in this effort.

MOTION CARRIED UNANIMOUSLY.

14. ITEM: NATIONAL COMMANDER POLICY

GEN BOBICK announced that, when headquarters is doing a review of a regulation, the staff has been tasked to ensure that a CAP volunteer be involved in the review process. Those recommended changes will be submitted to the staff and that consolidated draft product will be staffed so that, in the future, CAP regulations will be written by volunteers who are out there working on a daily basis and understand what needs to be done. Headquarters staff will still be involved.

15. ITEM: IACE BRIEFING

COL ELLSWORTH briefed the success of this year's International Air Cadet Exchange, but added that the program was fraught with many of the same recurring problems. Both Gen Bobick and Col Ellsworth emphasized the need for more careful screening of cadets and escorts at the wing level. It was suggested that the importance of Screening Boards be covered at the Commanders' Course. It was pointed out that the foreign cadets need to know in advance what part of the country they are visiting and the type of activities they will participate in so that they will know what shoes and clothing to pack. There was also a recommendation for better coordination between CAP and CAP-USAF in this area. Col Ellsworth expressed appreciation to all the help he received this year, especially from the Middle East Region and the Pennsylvania Wing.

16. ITEM: MONEY TO KEEP CAP OPERATING

GENERAL BOBICK stated that he wished to make the following statements concerning the 15 percent restriction for the record and in open session:

We have a very positive attitude that we will resolve this issue to the benefit of CAP.

When it comes to our National Board approval of temporary funding, we do know where the money is coming from, which are earnings from investments. It does not have any affect on fenced money or moneys designated for other areas.

We hope that this will be concluded within a 2-quarter period—by the end of March 1999.

We do have contingency plans for whichever way this comes out, and those plans are being continually revised based on new information coming in.

17. ITEM: JOINT REPORT, AIR FORCE - CIVIL AIR PATROL FUNDING POLICIES, PROCEDURES, RELATIONSHIP

The Joint Report, which depicted the result of changes made by all parties involved, was reviewed page by page.

COL SKIBA/NC moved, COL KAUFFMAN/NFO seconded the motion that the NEC accept the Joint Report, as presented.

MOTION CARRIED UNANIMOUSLY.

NOTE: Gen Bobick strongly endorsed Col Parkhurst's superb support of CAP and expressed appreciation for all the dedication he has shown to this organization and for all he is willing to do to stand up for CAP.

MOTION THAT THE NEC APPROVE THE NATIONAL COMMANDER SIGNING THIS REPORT CARRIED UNANIMOUSLY.

THE REPORT WAS IMMEDIATELY SIGNED BY GEN BOBICK.

The NEC adjourned Saturday, 21 November 1998, at 1645.